

Summer Feeding 2015

Department of Health and Hospitals Requirements and Helpful Information

- All sites that meet specifications will be temporarily permitted by the parish DHH office where the individual site is located.
- For each site, the Summer Feeding Site Questionnaire must be filled out and submitted to the parish DHH office a minimum of two (2) weeks before the projected food service begins. Do not wait until two weeks before if the application is ready to submit.
- After the plans are approved for an individual site, an inspection may be requested by contacting the parish DHH office. The inspection will be fit into an inspector's schedule.
- An individual with the legal ability to sign for the Sponsor must sign the temporary permit to operate (LHS-31.)
- A person in charge must be onsite at the time of inspection. When scheduling an inspection, be prepared give that person's name and a contact phone number. Also, specific directions to the site location's kitchen may be helpful for the inspector.

Helpful Information

- Check out DHH's retail food webpage www.eatsafe.la.gov for information on "How to Open a Food Establishment" and a "Pre-Opening Checklist." Click on the For New Establishments tab for these links.
- You may contact the local parish DHH office for the Summer Feeding Site Questionnaire.
- Not every DHH office has clerical staff. Remember to contact the office before stopping by to ensure someone will be there to help you.